

25.00 Signage

The requirements of this Section are Mandatory.

25.01 Generally

This Section defines the signage requirements, both Statutory and General, required on all projects for GU.

Refer to the Project Signage Schedule contained in 'Appendix A' to this Section for details of signage types, responsibility for supply and installation and the general location of signs.

The Head Consultant or Contractor must consult with and seek the approval of CLF on the extent and type of all signage to be installed in the project prior to finalising the tender documentation or the Total Project Sum.

25.02 Statutory Signage

The Contractor shall supply and install all Statutory signage in accordance with the requirements of the BCA.

25.03 Braille & Tactile Signage

Braille and tactile signage shall be used where required by the BCA.

All signs including directory boards that are within normal reach, shall be Tactile signs except where nominated later in this Section, stated on the Standard Signage Drawings or directed by CLF.

25.04 Room Signage

Room numbers and names mounted in aluminium holders as detailed on GU Standard Signage Drawings GSS – 200 and 202, shall be adhesive fixed into the holder with clear silicone to prevent unauthorised removal unless otherwise advised by CLF.

25.05 Hanging Signage

Hanging signs shall be used to provide clear and unobstructed directional signage at corridor entries, junctions and the like.

The use of Hanging signs for other applications shall be to the approval of CLF.

All Hanging signs shall be in accordance with GU Standard Signage Drawing GSS – 303, and all content shall be subject to the approval of CLF.

Care must be taken to ensure that hanging signs do not obstruct Emergency Exit signage.

25.06 Vinyl Signs

Signs created with vinyl letters fixed direct to the background, shall be in accordance with the requirements of GU Standard Signage Drawing GSS – 310.

Where vinyl signage is fixed on glass panes to doors and partitions, the colour of the lettering shall be selected to provide adequate contrast against background colours.

In addition to the requirements of GU Standard Signage Drawing GSS – 208, 'Push' and 'Pull' signs are required to all doors in public spaces and to Lecture Theatres.

25.07 Perspex Signs

Signage other than that specifically detailed in the GU Standard Signage Drawings, shall comply with the requirements outlined on GU Standard Signage drawing GSS – 310, comprising vinyl lettering reversed on the back of a clear or backsprayed white Perspex panel, all to the approval of CLF. All corners of the panel shall be radiused, and the sign shall be fixed to walls with 6mm anchor fixings and ss acorn nuts.

25.08 Special Signage

Signage to reception counters for Schools, Departments, Research Centres and the like shall be designed by the project architect in consultation with CLF and users.

Such signage may be mounted on bulkheads over counters or on walls adjacent to or behind the counter. Illumination of the signage shall be achieved by the use of directional light fittings, not by the use of light boxes or neon tubing.

In designing such signage, consideration must be given to the removal or modification of the lettering without causing significant damage to the wall or bulkhead surface.

Signage required to identify hazards and safety issues with respect to laboratories or other specialist areas, shall be determined in consultation with the relevant School WH&S officers.

25.09 External Signage

Unless otherwise advised by CLF, all external signage around buildings shall be the responsibility of GU.

25.10 Building Sign

The Contractor shall supply and install the building number and name in the location determined in accordance with the requirements of [Section 8.00 External Walls](#). Refer to GU Standard Signage Drawing GSS – 266 for details of the lettering style, size and fixing details.

The building number and name shall be supplied by CLF.

25.11 Toilet & Amenities Signage

Toilet and amenities signage shall be "Visualise" – anodised aluminium range with fixing plates – manufactured by Pitt & Co (Aust) Pty Ltd or equal approved.

Signs shall identify features within the toilet/amenity. Multiple features shall be incorporated on one sign and shall be approved by CLF.

Fixing plates shall be fixed to walls with Ramset or equal approved – "Hollow Wall Anchors" for plasterboard and "Nylon Anchors" for masonry.

Install in accordance with the BCA and GSS-218 Rev 0.

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PROJECT SIGNAGE SCHEDULE

Appendix A

Sign Type	Standard Drawing		Supplied & Installed by	Location	Comments
INTERNAL SIGNS		Rev			
Room Name Sign:				Refer GSS – 203-(Rev. 4)	
Aluminium holder for signs – Type A	GSS – 200	5	Contractor		
Room Number & Name sign	GSS – 202	5	Contractor		
Mail Box Sign:					
Aluminium Holder for mail boxes – Type B	GSS - 201	1	Contractor		
Name sign for mail boxes	GSS – 202A	0	Contractor		
Toilet & Amenities Signs:				Refer GSS – 218-(Rev. 0)	
“Visualise” Anodised Aluminium Range			Contractor		
Directional Signs:			Contractor	As required	To be designed by project architect
Emergency Signs:					
‘Emergency Exit’ sign	GSS – 230	4	Contractor		
Quick Access/Emergency Numbers Sign	GSS - 231	5	Contractor	Where directed by CLF	
‘Quick Access Phone Ext.’ Sign	GSS – 232	5	Contractor	Where directed by CLF	
Evacuation Sign	GSS – 233	4	Contractor	At every lift door	
Lift Security Sign	GSS – 234	4	Contractor	In each lift car	
Telephone Security sign	GSS – 235	4	Contractor	Where directed by CLF	
Evacuation sign Lecture Theatre	GSS – 236	5	Contractor	Where directed by UFO	
‘Emergency Assembly Point’ sign	GSS – 238	4	CLF	Where directed by UFO	
Boards for Evacuation Plans	GSS – 317	4	Contractor/CLF	Where directed by UFO	Holder by Contractor, Plan by CLF
Fire Signage:					
‘Fire Doors – Do No Obstruct’ sign	GSS – 281	5	Contractor	All fire doors	
‘Fire Indicator Panel’ sign	GSS – 282	4	Contractor	Cupboard door only	
‘Fire Hose Reel’ sign	GSS – 283	4	Contractor	Cupboard door only	
‘Hydrant Booster’ sign	GSS – 284	4	Contractor	Enclosure doors	
‘Prohibit Sitting on Stairs’ sign	GSS – 287	4	Contractor	Tiered Lecture Theatres	
‘Fire Extinguisher’ sign	GSS – 288	4	Contractor		
‘Fire Hydrant’ sign	GSS – 289	4	Contractor		
‘Warden Phone’ sign	GSS – 290	0	Contractor		
‘Fire Door – Do Not Obstruct/ Do Not Keep Open’ sign	GSS – 291	0	Contractor		
‘Fire Safety Door – Do Not Obstruct’ sign	GSS – 292	0	Contractor		
Door Signs:					
Corridors doors	GSS – 207	5	Contractor	Fire Doors	To doors held open by magnetic devices
‘Push - Pull’ sign on glass door frames	GSS – 208	4	Contractor	Door stile	To Aluminium frames glazed doors
Alarm activation warning sign	GSS – 320	3	Contractor	On or beside door	

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PROJECT SIGNAGE SCHEDULE

Appendix A

Sign Type	Standard Drawing	Rev	Supplied & Installed by	Location	Comments
Directory Boards:					
Option 1			Contractor	Foyers	Custom design by project architect
Option 2	GSS - 300	4	Contractor	Foyers / Receptions	Use as per advice by CLF
Floor Level Signs:					
Lifts	GSS – 305	4	Contractor	Above Lift door	
Vinyl/Perspex sign	GSS – 310	0	Contractor	Stair floor landing	Must be visible when arriving at Floor
General Signage:					
Room Capacity sign	GSS – 301	0	Contractor	Lecture Theatres, Seminar Rms	
Hanging signs	GSS – 303	4	Contractor	Directional signage	Other uses to be approved by CLF
'No Smoking' sign	GSS – 308	4	Contractor	Where directed by CLF	
'No Smoking' Pictogram	GSS – 322	4	Contractor	Where directed by CLF	
'No Food' sign	GSS – 321	4	Contractor	On Whiteboard	Required to all Teaching Spaces
'No Smoking/Eating/Drinking' sign	GSS – 308B	5	Contractor	On Whiteboard	Generally in Teaching Spaces
'No Smoking/Eating/Drinking' Pictogram	GSS – 308C	5	Contractor	Carrels, computer stations	Generally in Libraries, Learning Centres
'Safeguard you valuables' sign	GSS – 311	4	Contractor	Where directed by CLF	
'Audio Loop' sign	GSS – 312	3	Contractor	At each entry door	Lecture Theatres, Seminar Rooms
'Teaching Space Prohibited Activities' sign	GSS – 313	5	Contractor	At each entry door	Lecture Theatres, Seminar Rooms
Under Surveillance	GSS – 319	4	Contractor	Where directed by CLF	
'No Mobile Phones' Pictogram	GSS – 323	4	Contractor	Where directed by CLF	Required to all Teaching Spaces
'Information' Pictogram	GSS – 325	4	Contractor	Where directed by CLF	Generally at Security stations
EXTERNAL SIGNS					
Standard Building Construction Project sign	GSS – 268	5	Contractor	Where directed by CLF	One sign only per project
Directional Building Name Sign (Pedestrian)	GSS – 252	5	CLF		
Frame details for pedestrian directional signs	GSS – 253	4	CLF		
Directional Sign (Road)	GSS – 255	5	CLF		
'Unlit Path' sign	GSS – 256	4	CLF		
Function sign frame	GSS – 258	3	CLF		
Prohibited activities sign	GSS – 260	4	CLF		
'No Dogs Allowed' sign	GSS – 261	4	CLF		
'Smoking Prohibited in Buildings' sign	GSS – 262	4	CLF		
Plaque	GSS – 263	3			
Building No./Name sign lettering	GSS – 266	5	Contractor	At Main Entry to building	Additional building no./name may be required
External directory board	GSS – 267	4	CLF		
Information markers	GSS – 269	3	CLF		